

*Lafayette County Human Services
Board Meeting Minutes
September 12, 2013*

Lafayette County Human Services provides an array of cost effective, quality services, and community-based support for individuals and families to improve their quality of life.

Board members present: Brandee Blaine, David Hammer, Gerald Heimann, Connie Hull, Richard Roelli, Leon Wolfe (Sherry Crist is excused)

LCHS staff present: Janet George, Kristine Brunkow, Shane Schuhmacher

Others present: Duane M. Jorgenson, Corporation Counsel

1. CALL TO ORDER

- a. The meeting was called to order by David Hammer at 6:15 p.m. The meeting was properly posted at the Courthouse, City Library, Lafayette County Human Services and e-mailed to The Republican Journal.
- b. Motion by Leon Wolfe, second by Brandee Blaine to approve the agenda as posted; carried.
- c. Motion by Connie Hull, second by Leon Wolfe to approve the minutes of the August 12, 2013 and August 20, 2013 meetings as printed; carried.

2. PUBLIC COMMENTS

- a. No public comments were submitted.

3. FISCAL REPORT

- a. Janet George reported a couple of unusual payments this month: Cardmember Service for \$2,440.44. Of that amount; \$1,520 is the registration and lodging for six staff members to attend the Crisis Conference; LCHS will be reimbursed the registration fees of \$960.00. Another unusual payment is GXS, Inc.; this is the annual fee for the trusted link software which enables LCHS to bill electronically. The Health Dept. has two months of billing for the contracted CSP nurses. Lyght House had an additional very high cost individual; this client was protectively placed and eligible for Family Care. However, during the recent review process; the client was no longer functionally eligible for the nursing home rate for Family Care and residential services are not covered under the regular rate. The protective placement costs then become the responsibility of Lafayette County Human Services.

There are also a couple notable missing invoices. One is MHLC for B-3 and the other is Morning Sun CBRF. Clients are being moved out of Morning Sun which probably is the reasoning for the late invoicing.

- b. As requested last month by Richard Roelli, Ms. George has begun formatting a report showing the net payroll and fringe costs for each unit. Due to budget workload, Ms. George was unable to complete the report this month. She hopes to have it completed for next month's meeting.

- c. Ms. George reported the revenue and expenditure statements are meaningless this month. None of the deposits made during August have been posted by Finance. Ms. George credits this to the fact that Finance has been very busy during the budget process and their department was unable to post the deposits.

For the above reason, Ms. George asked the Board if they would like approving the revenue and expenditure statements a month in arrears (i.e. in October the August statements would be approved). Ms. George stated a pro for doing this would be that the Board would have "good" numbers to look at; the biggest con would be that the numbers will be somewhat outdated; at least six more weeks will have passed. Expenditures are entered and posted each month and thus are up to date, but revenues and some adjustments lag. The Board requested that current information be presented.

- d. Ms. George reported receiving another invoice from Corporation Counsel Nathan Russell for a phone call he made to LaCrosse County; received a call back and then called Attorney Duane Jorgenson regarding a case transferred from LaCrosse to Lafayette County. The bill was \$30.00 for .2 hours.

4. APPROVAL OF EXPENDITURES

- a. Motion by Gerald Heimann, second by Richard Roelli, to approve the LCCHS vouchers as scheduled; carried.
- b. Motion by Leon Wolfe, second by Brandee Blaine, to approve the Aging Unit vouchers as scheduled; carried.

5. PERSONNEL

- a. Affordable Care Act (ACA) Status Update-Shane Schuhmacher reported the new worker has started in the Economic Support Unit. Mr. Schuhmacher also stated LCCHS has received payment from the consortium for this position.
- b. Vacated Mental Health Coordinator Position-Mr. Schuhmacher stated Darci Wildermuth Weber has submitted her resignation; her last day of work was September 4th. Mr. Schuhmacher is requesting approval to fill the vacated position.

Motion by Brandee Blaine; second by Connie Hull to fill the vacated Mental Health Coordinator position and any position vacated by such posting; motion carried. The request will be sent on to the Human Resource Committee for approval.

- 6. **2014 LAFAYETTE COUNTY HUMAN SERVICES' BUDGET**-Mr. Schuhmacher reported the Finance Committee instructed LCCHS to cut \$250,000 from the previous budget proposal. After discussion; the following cuts were recommended:

- * Line 2100 Professional Services – cut \$20,000
- * Line 2500 Contracted Health Services – cut \$30,000
- * Line 2600 Contracted Personal Services – cut \$200,000

Motion by Connie Hull; second by Brandee Blaine to cut the above referenced line items for a total of \$250,000 from the proposed 2014 LCCHS Budget; carried with David Hammer opposing.

7. **2014 AGING BUDGET**-Mr. Schuhmacher reported the Finance Committee wanted to take \$8000 from the \$13,000 request by SUN and only give them \$5,000.

No action was taken at this time. The Commission on Aging Advisory Committee is meeting on September 16th.

8. **DIRECTOR'S REPORT**

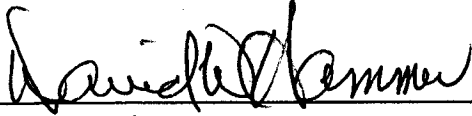
- a. Employee Comp and Overtime Report- The total hours for comp time for the period of August 5, 2013 to September 1, 2013 for LCCHS was 14.26 hours and the total overtime hours was 8.25 hours.
- b. Behavioral Health Unit Manager Position Update-Mr. Schuhmacher stated this position has been vacant since January, 2013. He has received feedback from clinic staff that they feel this position should be filled. Mr. Schuhmacher will look into the least cost effective way to advertise for the position.
- c. Regional Enrollment Networks-Mr. Schuhmacher presented a handout explaining the RENs will be comprised of various community partners, health care providers, income maintenance consortia, managed care entities, and other key stakeholders. These RENs will be developed at the local level and may be different from each other depending on the needs of the local region. Mr. Schuhmacher stated LCCHS has met with the Health Dept., Hospital, Family Health Clinic, and local insurance providers to discuss how to proceed with the Affordable Care Act and best serve the needs of those individuals needing health insurance coverage.

9. **ADJOURN**

- a. The next meeting was set for **Tuesday, October 15, 2013 at 5:15 p.m.** The Audit Committee will meet at 5:00 p.m. Note: the meeting will be held in the Human Services' Conference Room.
- d. The meeting was adjourned by Chair David Hammer at 7:45 p.m.

Reviewed by _____
Shane Schuhmacher, Director Date

Brandee Blaine



David Hammer

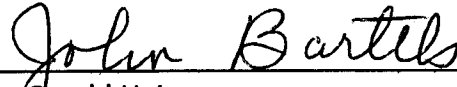


Connie Hull

Jack Sauer



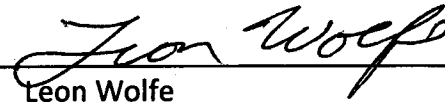
Sherry Crist



Gerald Heimann



Richard Roelli



Leon Wolfe